

CAREER OPPORTUNITY

California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, medical condition or pregnancy. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

DEPARTMENT:	FI\$Cal Project	RELEASE DATE:	05/22/2013
CLASSIFICATION:	Associate Personnel Analyst	FINAL FILING DATE:	06/06/2013
TIME BASE: CBID:	Permanent/Full Time R01	POSITION NUMBER(S):	333-606-5142-701
SALARY RANGE:	\$4,400.00-5,348.00 PER MONTH	TEAM(S):	Human Resources Office

DOING WHAT IS BEST FOR THE FUTURE OF CALIFORNIA'S FINANCIAL ENTERPRISE!

Looking for a change? Do you want to make a real difference? Join the team responsible for changing financial management in the State of California.

The Financial Information System for California (FI\$Cal) is a historic partnership of the Department of Finance, the State Treasurer's Office, the State Controller's Office, and the Department of General Services — to transform the existing budgeting, accounting, procurement, and cash management systems to optimize the financial business management of the State. FI\$Cal will allow the State to operate as a single enterprise for the first time in history.

Join FI\$Cal. With a passion for implementing change and vision for enterprise-wide thinking, you will take a leading role in achieving our goal to bring enterprise resource planning tools and statewide process improvement to the State of California.

THE FI\$Cal PROJECT IS SEEKING MOTIVATED CANDIDATES WITH THE FOLLOWING CHARACTERISTICS:

- ✧ Ability to exercise a high degree of initiative, independence of action, and originality;
- ✧ Ability to learn rapidly, follow directions, and communicate effectively with others;
- ✧ Ability to work unscheduled excess hours if needed to achieve Project goals;
- ✧ Ability to maintain regular, consistent, and predictable attendance.

Candidates must also:

- ✧ Demonstrate good judgment, tact, initiative, and diplomacy;
- ✧ Be highly adaptable – and have the ability to adjust to multiple, changing priorities requiring quick turnaround;
- ✧ Be able to work in a matrix team environment, collaboratively and cooperatively with staff from multiple departments and agencies, and numerous vendors.

DUTIES:

Under the general direction of the Human Resources Chief (SSM II), the incumbent serves as a full journey level analyst and performs the more responsible, varied, and complex analytical work in the administration of the Project's personnel management programs including classification and pay, recruitment, selection, retention, training, position control, policy and procedure development, and organizational development.

WHO MAY APPLY: Current State employees at the Associate Personnel Analyst level, those within transfer range, or individuals who have list eligibility.

Please write "Position #333-606-5142-701" on your application in the job title section.

For permanent positions, SROA and surplus candidates should attach "surplus letters" to their application.

The selected candidate considered for the advertised position may be required to undergo a fingerprint clearance and any offer of employment will be contingent upon live scan fingerprint results.

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APPLICATIONS SUBMITTED VIA EMAIL OR FACSIMILE WILL NOT BE ACCEPTED.

FILING REQUIREMENTS:

Failure to submit the following with your application package may result in elimination from the hiring process:

- [State Application \(STD 678\)](#) - Clearly indicate the basis of your eligibility in the Explanation section located at the bottom of page one.
- Resume.

LOCATION OF WORK: Positions are headquartered at the FI\$Cal Project which is currently located at 2000 Evergreen Street, Sacramento. This location has FREE PARKING!

SEND APPLICATION AND RESUME TO:

Human Resource Office
FI\$Cal Project
2000 Evergreen Street, Ste. 101
Sacramento, CA 95815

Telephone (916) 576-5240

TDD*: (916) 324-6547

ADDITIONAL INFORMATION: For general information about the FI\$Cal Project, visit:

<http://www.fiscal.ca.gov>

APPLICATIONS WILL BE SCREENED AND ONLY THE MOST QUALIFIED WILL BE SCHEDULED FOR INTERVIEWS. ALL APPOINTMENTS ARE SUBJECT TO APPLICABLE PERSONNEL RULES.

This position may be excluded.

Pursuant to Government Code 11019.9 and Management Memo 00-14, the Department of Finance maintains a permanent privacy policy in adherence with the Information Practices Act of 1977. The Finance Privacy Policy is posted on the Department's website at www.dof.ca.gov.

California relay (telephone) service for the deaf and hearing impaired
From TDD* phones: (800) 735-2929 From Voice phones: (800) 735-2922

*TDD is a telecommunication device for the deaf and is accessible only through phones equipped with a TDD device.